

## STUDENT IDENTIFICATION/LOCATOR SYSTEM ASSURANCE STATEMENT

Individual student information contained in the Iowa Department of Education's Student Identification/Locator System is collected for the purpose of generating unique student identification numbers. The data are protected by state and federal laws and must be maintained in a confidential manner at all times.

As an employee of a local school district, AEA, or the Iowa Department of Education, that has access to records in the Student Identification/Locator System, you are required to maintain this information in a confidential manner. The unauthorized access to, modification, deletion or disclosure of information from the Student Identification/Locator System may compromise the integrity of the system, violate individual student rights of privacy, and/or constitute a criminal act and subject the employer to a loss of federal funds.

Unauthorized viewing, reproduction/copying, and/or distribution of any student record or information outside the intended and approved use of the Student Identification/Locator System is strictly prohibited. Users violating the authorized use of the Student Identification/Locator System will lose access privileges to the system. Illegal access or misuse of this information may also be punishable by fine and/or imprisonment.

I have received and read the Iowa Department of Education's Data Access and Management Policy for the Iowa Student Identification/Locator System and Project EASIER Student Records.

I acknowledge and agree to the above requirements.

District/Organization Name: \_\_\_\_\_

District Employee Signature: \_\_\_\_\_

District Employee Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Password will be given via a telephone call.

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### Department's Use

Password Assigned: \_\_\_\_\_